

# Monthly Air Permit Application Workshop for First-Time Applicants

## OVERVIEW

### Are you required to obtain an air permit but not sure how to complete the application?

For most first-time applicants, completing the Permit to Install application is a daunting task. However, submitting a complete and timely application can be more manageable if you know what's expected.

The *"Monthly Air Permit Application Workshop for First-Time Applicants"* is designed to:

- Give you the information needed to submit an administratively complete application
- Include a mix of both classroom learning and individualized assistance
- Provide step-by-step instructions through the permit application by DEQ's Air Quality Division staff to make sure you understand what is expected in a complete application

Since this workshop is geared to first-time applicants, a significant portion of the session is devoted to your specific application. Permit engineers will be available to discuss your permit application with you one-on-one. To take full advantage of this time with the permit engineer, it is recommended you bring detailed information about your project with you to the session.

**Don't miss out on this opportunity to work one-on-one with the permit engineers who will be reviewing your application!**

## WHO SHOULD ATTEND

This training is designed for first-time air permit applicants who need help completing their permit application; however, those who have applied before and need a refresher are welcome to attend as well.

## REGISTRATION

Registration fee = \$25 and includes the training manual and parking.

Register on-line at [www.michigan.gov/deqworkshops](http://www.michigan.gov/deqworkshops), click on "Upcoming DEQ Workshops," and scroll down to the Permit to Install series. You will also find directions to Constitution Hall and parking.

**See page 2 for information on dates, location, and agenda.**



## WORKSHOP DATES & LOCATION

[Constitution Hall](#)

525 West Allegan Street  
Lansing, Michigan

March 25, 2008

April 23, 2008

May 28, 2008

June 25, 2008

September 24, 2008

October 22, 2008

November 26, 2008

December 17, 2008

## AGENDA

8:30 am Welcome and Introduction to Air Permitting

8:40 am Overview of Permit to Install Application

10:00 am One-on-one session with Air Quality Division Permit Engineer

12:00 pm Adjourn

